



SCHOOL RECORD UPDATE FORM

Please clearly fill out the fields below. Once completed please submit to the front office at PHS

STUDENT DETAILS

| | | | |
|---------------------------------|---|------------------------|--|
| Student's Surname: | | School Year: | |
| Student's Given Name(s): | | Preferred Name: | |
| Family Mailing Address: | | | |
| Home Telephone Number: | | Mobile Number: | |
| E-mail Address: | | | |
| Do you have a bus pass?: | YES / NO | | |
| Updated Medical Changes: | (i.e. medical conditions, allergies, doctor, medicare card) | | |
| | | | |
| | | | |

PARENT / GUARDIAN 1

who is residing at same address as student

| | |
|---------------------------------|----------------------|
| Title: | Mr / Mrs / Ms / Miss |
| Surname: | |
| Given Name(s): | |
| Home Phone #: | |
| Mobile Phone #: | |
| Occupation: | |
| Work Phone #: | |
| Relationship to Student: | |

PARENT / GUARDIAN 2

who is residing at same address as student

| | |
|---------------------------------|----------------------|
| Title: | Mr / Mrs / Ms / Miss |
| Surname: | |
| Given Name(s): | |
| Home Phone #: | |
| Mobile Phone #: | |
| Occupation: | |
| Work Phone #: | |
| Relationship to Student: | |

MOBILE # FOR SMS:

EMERGENCY CONTACT 1

other than parents / guardian

| | |
|--------------------------------|----------------------|
| Title: | Mr / Mrs / Ms / Miss |
| Surname: | |
| Given Name(s): | |
| Home Phone #: | |
| Mobile Phone #: | |
| Relationship to Family: | |

EMERGENCY CONTACT 1

other than parents / guardian

| | |
|--------------------------------|----------------------|
| Title: | Mr / Mrs / Ms / Miss |
| Surname: | |
| Given Name(s): | |
| Home Phone #: | |
| Mobile Phone #: | |
| Relationship to Family: | |

SIGNATURES OF PARENT(S) / GUARDIAN(S)

| | | | |
|-----------------------------|--|--------------|--|
| Parent / Guardian 1: | | Date: | |
| Parent / Guardian 2: | | Date: | |

OFFICE USE ONLY



Changes made in ERN

Initials:

Date:

Please note that when entering numbers on ERN make sure that you select priority (2) for mobiles